

**LEA:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Building:**

## STEPS TO INFORM OTHERS

## DISCUSSION OF PROGRAM TO INFORM OTHERS

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

## **Instructions for Steps to Inform Others**

**Purpose:** To provide steps taken to inform others of actions taken as required by 40 CFR Part 763.93(e)(10) of the EPA Asbestos-Containing Materials in Schools; Final Rule and Notice.

**Preparation:** Enter the name of the LEA, the school, and the building in the top right-hand corner.

In the discussion section of this form, information should be included that describes steps taken to inform workers and building occupants, or their legal guardians, about inspections, reinspections, response actions, and post response action activities, including periodic reinspection and surveillance activities that are planned or in progress.

**Distribution:** Attach to DHHS 3531, AHERA Management Plan Cover Sheet and mail to:

NCDHHS/Public Health  
Occupational & Environmental Epidemiology Branch  
Health Hazards Control Unit  
1912 Mail Service Center  
Raleigh, North Carolina 27699-1912

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